

**GLOUCESTER/SALEM/CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND**

**Gloucester County Library
Mullica Hill, NJ**

May 21, 2018 – 5:00 PM

EXECUTIVE COMMITTEE MEETING

OPEN SESSION MINUTES

A meeting of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) was held at the Gloucester County Library, Mullica Hill, New Jersey on Monday, May 21, 2018 at 5:00 PM, prevailing time. Secretary Law, **Woodbury City**, opened the meeting as Acting Chair in the absence of Chair Campbell. The meeting was called to order at 5:00 PM.

FLAG SALUTE

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by: (1) sending sufficient notice herewith to ***South Jersey News***, of Mullica Hill and the ***Courier Post***, Cherry Hill, NJ; (2) filing advance written notice of this meeting with the Clerks/Administrators of all member municipalities of the TRICO Municipal Joint Insurance Fund, and (3) posting notice on the public bulletin boards of all member municipalities of the TRICO Municipal Joint Insurance Fund.

ROLL CALL

Those in attendance were:

Ken Brown, **Carneys Point Twp**
Sue Miller, **Clayton Borough**
Don Banks, **Deptford Twp**
Stephanie McCaffrey, **East Greenwich Twp**
Debbie Pine, **Alternate, Elk Twp**
Doug Hogate, **Elsinboro Twp**
Barbara Freijomil, **Franklin Township**
Valerie VanVeen, **Glassboro Borough**
Raymond Williams, **Greenwich Township**
Mark Gravinese, **Harrison Township**
Kevin Clour, **Lower Alloways Creek Twp**
Harry Moore, **Oldmans Twp**
Mayor John Washington, **Penns Grove Borough**
Maureen Abdill, **Pilesgrove Twp**
Mike Razzo, **Pitman Borough**
Majorie Sperry, **Quinton Township**
Brad Campbell, **Chair, Shiloh Borough**....arrived 4:08pm
Bob Diaz, **South Harrison Twp**
Carl Bagby, **Swedesboro Borough**
Mike Seery, **Upper Pittsgrove Twp**....arrived 4:06pm
Adele Riiff, **Alternate, Washington Township**
Karen Sweeney, **Wenonah Borough**

Ryan Giles, **Westville Borough**
Bob Law, **Woodbury City**
Robert Yerka, **Woodbury Heights Borough**
John Hall, **Woodstown Borough**
Jane DiBella **Woolwich Township**

Absent Fund Commissioners were:

Doris Hall, **Logan Twp**
Beth Reilly, **Alloway Township**
Jennica Bileci, **Mantua Twp**
Susan Jacobucci, **Paulsboro Borough**
William Biebel, **Pennsville Twp**
Bob Dickenson, **Vineland City**
Lyman Barnes, **West Deptford**
Mike Burden, **Fairfield Twp**
Luke Patrick, **Mannington Twp**
Kevin Heydel, **Monroe Twp**

Also present were:

Paul J. Miola, Executive Director, *AJG Risk Management Services, Inc.*
Paul A. Forlenza, Deputy Executive Director, *AJG Risk Management Services, Inc.*
David S. DeWeese, Esquire, Fund Solicitor, *The DeWeese Law Firm, P.C.*
Rob Garish, Safety Director's Office, *J. A. Montgomery Risk Control*
Chris Roselli, *Qual-Lynx*
Karen Beatty, *QualCare*
Debby Schiffer, *Wellness Director*

Also present were the Risk Management Consultants from the following agencies:

Assured Partners
Biondi Insurance Agency
Cettei & Connell
Chesney-Stanton Insurance Group
Conner Strong & Buckelew
Hardenbergh Insurance Group

Absent RMCs were:

CEB-Corporate Employee Benefits
Len Eckman Insurance
Glenn Insurance
E.H. Sloan Insurance Agency
Henry D. Young Insurance

Motion by Mr. Razze, seconded by Ms. Sweeney, to move Alternate Executive Committee #2 Carl Bagby, Swedesboro, to the Executive Committee in the absence of Executive Committee member Doris Hall for

voting purposes, and to move up Secretary Bob Law, Woodbury City to Acting Chair in the absence of Chair Campbell. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Committee Meeting

Acting Chair Law presented the meeting minutes of the April 23, 2018 Executive Committee meeting for approval.

Acting Chair Law asked members for their questions at this time. No questions were entertained.

Acting Chair Law entertained a motion to approve the minutes of the April 23, 2018 Executive Committee meeting.

Motion by Mr. Razze, seconded by Ms. Sweeney, to approve the minutes of the April 23, 2018 Executive Committee meeting. All in Favor. Motion carried.

At this time, Chair Campbell arrived and Acting Chair Law turned the meeting over to Chair Campbell.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Meeting

Chair Campbell presented the meeting minutes of the April 23, 2018 Executive Claims Review Committee Meeting for approval.

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion for approval of the Executive Claims Review Committee meeting minutes.

Motion by Mr. Law, seconded by Mr. Razze, to approve the meeting minutes of the April 23, 2018 Executive Claims Review Committee Meeting. All in Favor. Motion carried.

APPROVAL OF THE MINUTES – Executive Claims Review Committee Closed Session

Chair Campbell presented the Executive Claims Review Committee Closed Session meeting minutes of April 23, 2018 for approval.

Chair Campbell asked members for their questions at this time. No questions were entertained.

Chair Campbell entertained a motion for approval of the Executive Claims Review Committee Closed Session meeting minutes.

Motion by Mr. Law, seconded by Mr. Razze, to approve the Executive Claims Review Committee Closed Session meeting minutes of April 23, 2018 as presented.

The Executive Claims Review Committee Closed Session minutes of the April 23, 2018 shall not be released to the public until the reason(s) for their remaining closed is no longer applicable, the Fund Solicitor has had the opportunity to review them, and their release has been approved by the Executive Committee. All in Favor. Motion carried.

The Executive Claims Review Committee Closed Session Meeting Minutes from the April 23, 2018 meeting were collected.

EXECUTIVE CLAIMS REVIEW COMMITTEE MEETING REPORT – May 21, 2018

Chair Campbell reported that an Executive Claims Committee Meeting was held at 3:30 PM on Monday, May 21, 2018 at Gloucester County Library, Mullica Hill, NJ.

The Committee reviewed twelve (12) claims. Of the claims reviewed, there were six (6) Workers' Compensation, and six (6) Property PARs recommended for approval of settlement or continuing defense.

The claims will be presented for approval later in the meeting.

There was one (1) matter presented for *Abandonment of Subrogation*:

2017092079

The Committee also reviewed the following four (4) Vineland Claims that were previously approved by the City of Vineland:

2018125796

2018110988

2018126210

2018108506

Questions will be addressed during Closed Session if necessary.

EXECUTIVE DIRECTOR'S REPORT

Mr. Miola reviewed the Executive Director's Report found in the agenda packet with the membership. He highlighted the following items:

Certificates of Insurance – Mr. Miola asked that these certificates of insurance be made part of the minutes of today's meeting.

2017 Safety Incentive Program – Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 1, 2018. All encumbered funds must be claimed by February 1, 2019.

2018 Optional Safety Budget - Mr. Miola asked that all members review available balances for this program. He noted that the deadline to claim or encumber these funds is November 1, 2018. All encumbered funds must be claimed by February 1, 2019.

2018 Wellness Incentive Program Allowance – Mr. Miola stated that a report detailing the available balance for each member for the 2018 Wellness Incentive Program was included in the agenda packet. He stated that the deadline for claiming or encumbering the funds is December 31, 2018. All encumbered funds must be claimed by February 1, 2019.

EPL Helpline – Authorized Contact List – Mr. Miola asked members to review the attached list for accuracy. He noted the resolution to make changes to this list is on the JIF website at www.tricojif.org. Please contact the Executive Director's office with any questions.

MEL Cyber Risk Management Budget - Mr. Miola noted that on December 18, 2017 the MEL released the MEL Cyber Risk Management Program. The program includes employee training, the adoption and implementation of cyber related policies and procedures, and other software and hardware related compliance components. Members who come into compliance with the Program will be eligible for

reimbursement of a portion of their deductible for cyber related claims. Members are encouraged to work with their IT Professional to come into compliance with the Program components. Currently, one member town has completed this and is eligible for Tier 1 & Tier 2 deductible reimbursement. If you have any questions, please contact the Executive Director's office.

Police Command Staff – Mr. Miola noted Risk Management Training for Police Personnel has been scheduled. Attendance at the Police Command Staff training is required for compliance with the MEL's 2019/2020 EPL Plan of Risk Management. Invitations for the sessions were e-mailed to all Municipal Clerks and Fund Commissioners on January 10, 2018. There are two (2) identical sessions each day: a morning session 9:00 am – 11:30 am, and an afternoon session 1:00 pm – 3:30 pm. The sign-in sheets from February 13 and April 26, 2018 are posted on the JIF website. The remaining training dates are scheduled as follows:

June 12, 2018 - O'Connor's, Eastampton
June 28, 2018 – Merighi's Savoy Inn, Vineland

Managerial & Supervisory Trainings – Mr. Miola stated that one of the requirements of the MEL's 2019/2020 EPL Plan of Risk Management is the training of all member managers & supervisors. Four training sessions have been scheduled in conjunction with the BURLCO and ACMJIFs. Invitations for the sessions were e-mailed to all Municipal Clerks and Fund Commissioners on February 2, 2018. There are two (2) identical sessions each day: a morning session 9:00 am – 11:30 am, and an afternoon session 1:00 pm – 3:30 pm. The sign-in sheets for the March 6 and May 8, 2018 are posted to the JIF website. The remaining trainings have been scheduled on the following dates:

September 11, 2018 – Wildwood Convention Center
September 27, 2018 – Nicolosi's Catering, West Deptford

Member Visitation Program – Mr. Miola stated that beginning this month, a Representative from our office contacted those members up for renewal this year to schedule an appointment with the Fund Commissioner, Risk Management Consultant, and Representatives of the Governing Body. These appointments are an opportunity to discuss the member's participation in the JIF and the many programs available to them. The Executive Director's office believes it is very important for the decision makers in each member municipality to understand the value of JIF membership.

RMC Roundtable – Mr. Miola stated a Risk Management Consultant's Roundtable is being held on May 23, 2018 at Merighi's Savoy Inn, Vineland, NJ. During these sessions, attendees will be provided important information on a variety of topics including coverage provided by the JIF and the Annual Renewal process. Attendees also have an opportunity to ask questions on any subject of importance to them.

MEL 2019/2020 Employment Practices Liability Program – Mr. Miola stated that on or about May 4, 2018 all members should have received an email and accompanying memorandum outlining the compliance procedure for the 2019/2020 MEL EPL Plan of Risk Management Program. Members that update their loss control programs by October 1, 2018 will receive the standard EPL deductible of \$20,000 per claim plus a co-pay of 20% of the first \$250,000 on each claim and may be eligible to buy down deductibles and co-insurance caps. Members that fail to come into compliance by the October 1, 2018 deadline will have a minimum deductible of \$100,000 per claim plus a co-pay of 20% on each claim with no cap. Members submitting this form after the October 1, 2018 deadline will become eligible for reduced deductibles and co-pays upon approval of their EPL Plan of Risk Management application by the

MEL; but not retroactively. Members are encouraged to review this memorandum with their RMC and Municipal Solicitor to be sure they understand the procedure for compliance. Questions on this procedure can be directed to the Executive Director's office.

Mr. Miola asked if there were any questions at this time. No questions were entertained.

SOLICITOR'S REPORT

Executive Claims Committee Meeting

Mr. DeWeese highlighted the following items from the Executive Claims Review Committee Meeting:

Assignment of New Cases

Mr. DeWeese reported one (1) new case(s) have been assigned from April 2018 to May 2018:

New Cases
<i>Fullbrook v. Township of Monroe</i>

Closed Cases

Mr. DeWeese reported that no cases were closed since the April 23, 2018 meeting:

General Liability Status Report

Mr. DeWeese noted that there are 34 active General Liability claims. He noted that if a member would like a synopsis of their town's cases sent to them, please contact him.

Subrogation Summary Files

Mr. DeWeese stated that there are collection efforts being made on \$1,177,528.62 of potential recoveries on 48 files.

Next Mr. DeWeese discussed the recently completed Beach Signage Guidelines. He explained this is something he and the Executive Director's office have been working on with the ACMJIF. He noted the ACMJIF authorized the hiring of a Beach Safety Expert, Mr. DeRosa. He explained that Mr. Forlenza drafted the guidelines and then he and Mr. DeRosa revised the guidelines to create the final document for distribution to the ACMJIF members. Mr. DeWeese noted these guidelines are not only applicable to ocean front locations, but lakes and rivers as well and provide sound recommendations for signage to use at these locations.

Mr. DeWeese asked the group if they felt it was beneficial to them to have these types of guidelines, and if so, please reach out to him and he will email you the guidelines and the corresponding report from Mr. DeRosa.

Mr. DeWeese stated that on or about May 20, 2018, his office emailed the revised Tort Claims Questionnaire and accompanying Resolution in both PDF and Word Formats to all municipal clerks. He then asked if there were any questions at this time. No questions were entertained.

SAFETY DIRECTOR'S REPORT

Mr. Garish stated that the Safety Director's Report is self-explanatory. He highlighted the following items:

MEL Video Library – He noted this has been updated recently, so please utilize it. If a copy of the video library titles is needed, you can find it at the MEL or JIF website. He also pointed out there is a new email address: melvideolibrary@jamontgomery.com, and phone number: 856-552-4900.

Safety Director's Bulletins – He noted that there were three (3) bulletin(s) included in the agenda;

- *Enforcement Directive concerning Public Release of Video Recordings Depicting Police Deadly Force Incidents*
- *School Related Threats*
- *Chipper Safety*

Mr. Garish emphasized with summer coming, be sure to keep inspecting the playgrounds and review your *Playground Maintenance Program*.

Right to Know Update – He noted that in addition to the annual Right to Know services, included in this year's contract is an electronic central file link which is being distributed to each member town through a Dropbox link and everyone should have received this by now. Once the online chemical inventory has been completed, this will allow the following information to be filed in the States RTK portal for each member:

- Safety Data Sheets
- Hazardous Substance Facts Sheets
- Right to Know Survey
- Written Hazardous Communication Program
- Training Documentation
- Right to Know poster
- Instructions on how to download, store, and share the files with affected departments and employees.

MSI Class Listing – Mr. Garish referenced the list of MSI Classes that are available in June, July, and August that are included in the agenda packet. He noted the MSI Attendance, for both instructor lead and online use for the TRICO JIF was included in the agenda packet, so please look it over.

Lastly he noted that his office is in the process of having the utility vehicle training program loaded on the website under the safety tab. Included will be a PowerPoint presentation that can be utilized to train your employees along with several other useful documents and to please keep a lookout for the Safety Directors message via email to let you know when this is available.

Mr. Garish asked if there were any questions at this time. No questions were entertained.

CLAIMS ADMINISTRATOR'S REPORT

Lessons Learned from Losses – May

Mr. Roselli presented the *Lessons Learned from Losses* for May which reviewed *Cyber Incidents*.

Mr. Roselli reviewed how preparedness to combat a cyber-attack must include employee training, having Policies and Procedure in place, and follow up on new kinds of cyber threats as they will develop.

Mr. Roselli then discussed two examples of costly cyber-attacks that could have easily been avoided had the employee not clicked on a link or attachment in an email.

Next, Mr. Roselli presented the Qual-Lynx 2017 Annual Report to the Fund members and highlighted the following:

- There were 952 new claims received in 2017, with a total of 945 claims closed in 2017.
- For years 2013-2017 88.4% of all claims have been closed, with only 497 remaining open.
- For years 2013-2017 approximately \$1.1 million has been recovered through subrogation and salvage recovery for the TRICO JIF.
- “Monday morning claims” for Workers Compensation. There really aren’t more “Monday morning claims”. Most Workers Compensation claims, over the last 5 years, are reported on Wednesday.
- Act of Crime is the most expensive type of claim (police interacting with resisting suspects).
- Of the different types of property claims, claims involving vehicles for Paid Fire Departments have the least amount of claims, but are the most expensive by far.

Ms. Beatty presented the Managed Care section of the report to the Fund members and highlighted the following:

- The Surgical Center reimbursement rate is approximately \$3,000 per bill.
- Utilizing Urgent Care/Occupational Health facilities rather than ER’s gives us almost 92% savings, or, on average, \$2,187.31 per visit. 70% of initial treatments visits are at an Urgent Care facility.
- The Provider Liaison has helped with pricing negotiations, speaks with providers, recruits Drs. for the network, goes on office visits, and has been a tremendous asset all around.
- In regards to Physical therapy, the sooner a patient gets in the better. The JIF has established a very specific list of physical therapists.
- The TRICOJIF has saved \$9,405,089 over the last five years after applying the QualCare Provider Network discounts.
- For years 2013-2017, 59% of the available transitional duty days have been accommodate by TRICOJIF members, and translates to a savings of \$250,496.
- In regards to the Opioid Restriction Initiative, QualCare takes the recent changes in legislation very seriously and has put into place additional internal protocols in regards to dispensing Opioids.

Mr. Roselli noted if anyone would like a copy of the report to please contact the Executive Director’s office. He then asked if there were any questions at this time. No questions were entertained.

WELLNESS DIRECTOR’S REPORT

Ms. Schiffer noted that her report is detailed in the agenda packet and she highlighted the following:

- Presentations were held at: Glassboro – discuss challenges of healthy diet and weight loss; Mannington – Stress and exercise; Swedesboro – stress management and mindfulness; Woodbury Police and PW – skin health.
- Glassboro is doing a Biggest Loser Challenge with 11 participants. So far 103lbs lost with 150lb goal total
- Vineland is hosting a Diva Night with a “Mardi Bras” theme – mammograms, massages, games, food and door prizes

- Penns Grove is hosting a Human Science Art Gala contest. Encouraging employees who are interested to get creative and submit a mental health themed artwork for a chance to win a prize.
- Other happenings include: East Greenwich – Chair massages; Woodbury – Free registration for the first 12 employees who sign up for the annual Benjamin and Ross memorial 5K run.
- Woodbury & Woodstown have been getting produce deliveries from Sorbello Farms; Washington Twp – installed a water filtration system and nine (9) standing desks.
- Those planning Employee Health Fair's this year: Carneys Point, Deptford, Glassboro, and Vineland.
- Ms. Schiffer noted in her News Letter this month is a 30 day Mental Health Day Challenge.
- Ms. Schiffer reminded everyone if you are planning any event, please let her know so she can help and share with other members.
- Ms. Schiffer reviewed other unique ideas for Health and Wellness activities from her other JIF.
- Ms. Schiffer noted that Carneys Point was IN THE SPOTLIGHT this month as they should be given kudos for really going above and beyond in establishing their Wellness Committee, and they will be receiving a certificate from her as recognition.
- Lastly, she reminded the members to use NJWELL and work towards earning \$250 by completing health and wellness screenings along with other activities by October 31, 2018. www.state.nj.us/treasury/pensions/njwell/

Ms. Schiffer asked if there were any questions at this time. No questions were entertained.

MANAGED HEALTH CARE REPORT

Ms. Beatty noted that her report is detailed in the agenda packet and she highlighted the following:

Lost Time v. Medical Only Cases

Ms. Beatty presented the TRICO JIF *Lost Time v. Medical Only Cases (Intake Report)*.

	April	YTD
<i>Lost Time</i>	5	25
<i>Medical Only</i>	24	62
<i>Report Only</i>	10	44
<i>Total Intakes(New Claims)</i>	39	141
<i>Report Only % of Total</i>	25.6%	33.6%
<i>Medical Only/Lost Time Ratio</i>	83:27	71:29
<i>Average Days to Report</i>	5.2	2.9

Transitional Duty Report

Ms. Beatty presented the Transitional Duty Report for April 2018

Transitional Duty Summary Report	YTD
<i>Transitional Duty Days Available</i>	2,540
<i>Transitional Duty Days Worked</i>	1,803
<i>% of Transitional Duty Days Worked</i>	71.0%
<i>Transitional Duty Days Not Accommodated</i>	737
<i>% of Transitional Duty Days Not Accommodated</i>	29.0%

PPO Penetration Report:

Ms. Beatty presented the monthly PPO Penetration Report for April 2018.

PPO Penetration Rate	April
<i>Bill Count</i>	216
<i>Original Provider Charges</i>	\$233,111
<i>Re-priced Bill Amount</i>	\$72,865
<i>Savings</i>	\$160,246
<i>% of Savings</i>	68.7%
<i>PPO Penetration Rate Bill Count Percentage</i>	97.2%
<i>PPO Penetration Rate Provider Charge Percentage</i>	98.4%
<i>EPO Penetration Rate Bill Count Percentage</i>	95.7%
<i>EPO Penetration Rate Provider Charge Percentage</i>	99.4%

Ms. Beatty asked if there were any questions. No comments or questions were entertained.

TREASURER'S REPORT

Mr. Tontarski provided an overview of the Treasurer's Report for April 2018.

Investment Interest

Mr. Tontarski reported interest received or accrued for the reporting period totaled \$ 29,919.86. This generated an average annual yield of 1.12%; however, after including an unrealized net gain of \$25,859.06 in the asset portfolio, the yield is adjusted to 2.08% for this period. The total overview of the asset portfolio for the Fund shows an overall unrealized loss of \$345,350.64 as it relates to current market value of \$ 29,529,031.00 vs. the amount we have invested. The current market value, including accrued income is valued at \$29,656,444.50.

Our asset portfolio with Wilmington Trust and consists of eight (8) obligations with a maturity greater than two years, 4 obligations with maturities less than two years.

Mr. Tontarski asked if there were any questions at this time. No questions were entertained.

Receipt Activity for the Period

Mr. Tontarski reported on the total subrogation, reimbursement, & receipts.

	Period	YTD
Subrogation Receipts	\$29,646.92	\$86,287.91
Overpayment Reimbursements	\$620.00	
FY 2016 Approp. Refund	\$113.28	
FY 2015 Approp. Refund	\$113.57	

A.E.L.C.F. Member Participant Balances:

Woodbury City	\$20,508.00
Washington Twp	\$76,351.00
Pittsgrove Township	\$31,554.00
Stow Creek Township	\$768.00

Claim Activity for the Period

The net claim activity during the reporting period for claims paid by the Fund and claims payable by the Fund at period end are in the amount of \$280,019.84. The claims detail shows 508 claims payments issued.

Cash Activity for the Period

Mr. Tontarski stated that during the reporting period, the Fund's "Cash Position" changed from an opening balance of \$33,025,450.70 to a closing balance of \$31,185,413.68 showing a decrease in the fund of \$1,840,037.02.

Loss Run Payment Register

Chair Campbell entertained a motion to approve the April Loss Run Payment Register as presented.

Motion by Mr. Law, seconded by Mr. Razze, to approve the April Loss Run Payment Register as presented.

ROLL CALL	Yeas:	Mike Razze, Pitman Borough John Washington, Penns Grove Borough Sue Miller, Clayton Borough Karen Sweeney, Wenonah Borough Bob Law, <i>Secretary</i> , Woodbury City Brad Campbell, <i>Chair</i> , Shiloh Borough Carl Bagby, Borough of Glassboro
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

Bill List and RMC Bill List – May 2018

For the Member’s consideration, Mr. Tontarski presented the May 2018 Bill List in the amount of **\$162,546.29**.

Chair Campbell entertained a motion to approve the May 2018 Bill List in the amount of **\$162,546.29**

Motion by Mr. Law, seconded by Mr. Razze, to approve the May 2018 Bill List in the amount of **\$162,546.29**

ROLL CALL	Yeas:	Mike Razze, Pitman Borough John Washington, Penns Grove Borough Sue Miller, Clayton Borough Karen Sweeney, Wenonah Borough Bob Law, <i>Secretary</i> , Woodbury City Brad Campbell, <i>Chair</i> , Shiloh Borough Carl Bagby, Borough of Glassboro
	Nays:	None
	Abstain:	None

All in favor. Motion carried by unanimous vote.

COMMITTEE REPORTS

Safety Committee Meeting Report– May 17, 2018

Ms. Abdill noted the minutes of the meeting would be included in next month’s agenda packet. She then highlighted the following; there was a suggestion to look for a new venue for the Safety Breakfast so the 2019 Safety Breakfast might be held at another location. She also reiterated that the Optional SIP awards money that is available and to be sure to stay up on attendance and the additional trainings so you can acquire those extra funds, and don’t wait until the last minute to claim your SIP, OSP, Wellness and Cyber funds.

Ms. Abdill asked if there were any questions at this time. No questions were entertained.

EPL/POL Claims Review Committee Meeting – May 18, 2018

Mr. Forlenza noted the minutes of the meeting will be included in next month’s agenda packet, and he highlighted the following:

- A first look at the Funds 2017 EPL/POL Loss Ratio is in the mid 60’s and will develop over time. When looking at the 5 year average it’s about 65% and the 6 year average is about 60%.
- Reviewed the Cyber Risk Management Program as well as the EPL/POL Plan of Risk Management and the updates involved.
- Discussed the RFP for the Cyber Risk Management Services and this will be described in more detail in the minutes.

Mr. Forlenza asked if there were any questions at this time. No questions were entertained.

MEL/E-JIF/RCF Reports

Mr. Law referenced two (2) EJIF Alerts that were included in the agenda packet: *Changes to the UST Regulation* and *Storm Water Permits* and he asked the committee to please review them.

MISCELLANEOUS BUSINESS

Chair Campbell entertained a motion to authorize the Executive Director and the Fund Solicitor to prepare, solicit, and receive RFQ's for Liability and Workers Compensation Defense Panel, Safety Director, and Right to Know.

Motion by Mr. Law, seconded by Mr. Razze to authorize the Executive Director and the Fund Solicitor to prepare, solicit, and receive RFQ's for Liability and Workers Compensation Defense Panel, Safety Director, and Right to Know. **All in favor. Motion carried.**

Next Meeting

Chair Campbell noted the next meeting of the TRICO JIF will be held on **Monday, June 25, 2018 at 5:00 PM** at the **Gloucester County Library, Mullica Hill, NJ.**

PUBLIC COMMENT

Open Public Comment

Chair Campbell entertained a motion to open the meeting to the public.

Motion by Mr. Law, seconded by Mr. Razze, to open the meeting to the public. All in favor. Motion carried.

Close Public Comment

Hearing no comments from the public, Chair Campbell entertained a motion to close the meeting to the public.

Motion by Mr. Law, seconded by Mr. Razze, to close the meeting to the public. All in favor. Motion carried.

EXECUTIVE SESSION MEETING

A Closed Session of the TRICO JIF was not held.

APPROVE CLAIMS PAYMENTS

Mr. Roselli of Qual-Lynx presented the following Payment Authorization Requests (PARs) during the Executive Claims Committee Meeting held on May 21, 2018.

Abstain: None

All in favor. Motion carried by unanimous vote.

MOTION TO ADJOURN

There being no further business, Chair Campbell entertained a *Motion to Adjourn* the May 21, 2018 Executive Committee Meeting.

Motion by Mr. Law, seconded by Mr. Razze, to adjourn the May 21, 2018 Meeting of the TRICO JIF.

The meeting was adjourned at 5:41 PM.



Kris Kristie, Recording Secretary



BOB LAW, FUND SECRETARY